

# WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES – MONDAY August 11, 2008

Chairman Coombs called the Meeting to order at 6:10P.M. in Conference Room One.

Present:

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman			X
Raymond Grasso		X	
Richard LePore	X		
Luke McEntire	X		
Carmen Pace			X
Stuart Temple, Clerk Pro Tem	X		
<b>Liaison Present</b>			
Paul Montinieri, Council Liaison			X
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guests Present</b>			
Bonnie Therrien, Town Manager			X
Laurel Goodgion, Library Director	X		

Today is day 452 of the Project

## 1. Public Comments:

1. None

## 2. Approval of Minutes:

- A. Minutes of July 28, 2008 Meeting – Motion by Stuart Temple second by Luke McEntire to approve the minutes. **All members voted in favor.**

## 3. Items for Discussion:

### I. Town Hall / Library Renovations – Phase 2

#### A. Expenditures

1. None.

#### B. Change Orders

1. None. Stuart Temple asked if there were any outstanding Change Orders that Mike Turner was aware of. Mike advised we are waiting for a change order to replace the CCD we issued with estimated numbers. Chairman Coombs advised there might be a small CO for the ceramic tiles required in four bathrooms where the walls were extended out.

#### C. Staff Information

1. Job Meeting Minutes Dated July 23, 2008 – Motion by Stuart Temple, seconded by Luke McEntire to accept this as information. **All members voted in favor.**

#### D. Old Business

1. Construction Status – Chairman Coombs advised the drywall is just about finished. One window is still missing. Ceiling tiles are going up and carpeting is being installed. The new Town Clerk's vault door is in place. They need to modify the door for carpeting. The old door had vct tile under it. If the carpeting can't be made to work we will have to install vct tiles in the area where the vault door opens. Lights are being installed. Mike Turner advised we have to get a locksmith in to open the Assessor's Vault door. It was accidentally locked and no one knows the combination. All other vault doors have been unlocked and left open so the carpet installers can lay the carpet. Luke McEntire had a question regarding the roof drains. With the recent heavy rains were the drains working properly and were loose roof stones clogging the drains? Chairman Coombs advised there is a problem with the design of the drain keeping the water from flowing properly. He is looking for a new designed cover that will work in heavy

rains. Mike Turner advised that he had received design drawings back from the Library Shelving vendor that he forwarded to Laurel Goodgion and Peter Wells for comments. Their response is due back this Thursday to Mike. Chairman Coombs advised that he and Mike Turner will forward the final comments to the vendor. He and Mike will be the sole contacts with the vendor to insure continuity and coordination so that other work and return of the books from storage is accomplished in a timely manner. Laurel Goodgion advised she forwarded the data received from Mike to her consultant and is awaiting her comments to forward the package back to Mike Turner.

2. Town Council Chambers Drawings Review – Chairman Coombs reviewed the drawing in the agenda packet with members. The drawing attached was a floor layout and desk design plan. Members had previously seen the electrical plan. Chairman Coombs there are items in the plan that will not be given to Kronenberger to accomplish. We will look to have a cabinet maker make the Council Desk. We will purchase the electronics and projectors directly from the appropriate vendors. AT&T has already placed the phone and data wires in the ceiling on the ground floor to be fed thru to the first floor in the appropriate places. Stuart Temple asked if the Request for Quote to Kronenberger will spell out which work they are being asked to bid on and which would be done by other vendors. Chairman Coombs advised it would. The goal is to get Kronenberger to come in and get enough of the work done so Council can move back in the Chambers and have Kronenberger do their finish work when Council is not in session. Chairman Coombs was looking for a motion to forward the design plans to the Town Council Infrastructure for their review and approval. Once they approve the design it will go off to Kronenberger for pricing. Motion by Stuart Temple seconded by Richard LePore to forward the Town Council Chamber Drawings (layout and electrical) to the Town Council Infrastructure Committee for their review and Council Approval to move this part of the plan forward. **All members voted in favor.** Chairman Coombs will set up a meeting with Mike Turner, Peter Wells, himself and the Infrastructure Committee to review the plans. Chairman Coombs asked Committee Members if they wanted to be present. They responded in the negative.

E. New Business

1. None.

Prior to requesting a motion to adjourn Chairman Coombs asked Laurel Goodgion if she had any comments or questions. Laurel had no questions or comments.

4. **Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday August 25, 2008 at 6:00 PM in Conference Room One.

5. **Adjournment:** Motion by Luke McEntire, seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:27 PM. The Deputy Mayor and the committee then joined Chairman Coombs on a tour of the construction

**I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovations Committee.**

Stuart Temple, Clerk – Pro Tem